

# **FAUQUIER COUNTY AIRPORT COMMITTEE**

## **MEETING SUMMARY**

### **REGULAR MEETING**

Monday, September 27, 2004 – 5:30 p.m.  
Warrenton-Fauquier Airport Conference Room

#### **1. Call to Order:**

The Chairman called the meeting of the Fauquier County Airport Committee to order at 5:40 p.m. on 27 September 2004 in the Warrenton-Fauquier Airport Conference Room, Midland, Virginia. In attendance were:

#### **Committee (Voting) Members:**

James W. Van Luven  
Willis P. Risdon  
Raymond E. Graham

Center District Representative  
Citizen at Large  
Fauquier County Board of Supervisors  
Cedar Run District  
Scott District Representative  
Citizen at Large

Charles M. Medvitz  
Dennis Hunsberger

#### **County Staff:**

Tony Hooper  
Chrissy Kirby

Deputy County Administrator  
Executive Assistant, County Administration

#### **Staff:**

Ron Gatewood

Midland Development Corporation

#### **Absent:**

Arthur Nash  
Perry Benshoof  
Bob Newman  
Sparky Lewis  
Rick Gerhardt  
Billy Jenkins  
Michael Anderson  
Michael C. DuBeau

Marshall District Representative  
Lee District Representative  
Airport Tenant/Owner  
Town of Warrenton  
Cedar Run District Representative  
Operations and Support Services  
Airport Manager  
Campbell and Paris Engineers

#### **Visitors:**

Ross Dillman  
David Fields  
Rich Dykes  
John Cantrell

Straight-Up Aviation  
Owner/Tenant  
Owner/Tenant

**2. Adoption of the Agenda:**

Chuck Medvitz moved and Willis Risdon seconded a motion to adopt the September 27, 2004 meeting agenda. The motion carried unanimously.

**3. Citizens' Time:**

No one spoke.

**4. Adoption of the Minutes:**

Chuck Medvitz moved and Ray Graham seconded a motion to adopt the July 26, 2004 meeting minutes. The motion carried unanimously.

**5. Update from Finance Committee:**

**a. Budget Update:**

Tony Hooper indicated that FY 2004 final expenditure and revenue reports were not yet available. The reports will be presented to the Committee at the October 2004 meeting. Mr. Hooper continues to work with Janice Bourne, Director of Finance, to be sure that the Airport expenditures and reimbursements balance.

Mr. Hooper stated that the equipment necessary for the grounds maintenance at the Airport had been ordered and received.

**b. State Funding:**

Mr. Hooper reviewed the Commonwealth Airport Fund Funding Request Summary, a copy of which is attached. Mr. Hooper indicated that funding actions for Warrenton-Fauquier Airport projects was positive. At the present time, the third t-hangar site preparation (construction) has not been funded, as the bids had not yet been received.

Mr. Hooper indicated that bids have been received for the third t-hangar; however, there were only two bids received, which were more than double the costs incurred for the construction of the second t-hangar. Mr. Hooper will continue to work with Campbell and Paris Engineers and Ron Gatewood, who is covering the local costs of the project, to possibly get the cost of the third t-hangar reduced. Mr. Hooper stated that more fill is required for construction of these sites in comparison to the last t-hangar unit. Mr. Hunsberger questioned if there was "useable fill" available. Mr. Gatewood responded that he had spoken with Chad Carper, prior to his departure, and Mr. Carper indicated that the fill was on site.

Mr. Hooper expressed that he was hopeful that Fauquier County would be able to submit request to the Virginia Department of Aviation in October 2004; however, with the increase in the costs quoted in received bids, the project may need to be postponed.

Mr. Hooper stated that the Land Acquisition process is proceeding. The County is currently focusing on the Humphries and Durham properties; however, they will continue to gather information on additional surrounding properties for possible expansion in the future.

Mr. Hooper informed the Committee of the passing of Michael Aubrey, owner, Midland Asphalt.

**6. Update – Airport Manager:**

Mr. Hooper asked if the committee had an opportunity to review the Airport Manager's report, a copy of which is attached. There was no additional discussion regarding the Manager's report.

**a. Proposed Revisions to Rules, Regulations, & Minimum Standards:**

Mr. Hooper presented recommended additions to the Warrenton-Fauquier Airport Rules, Regulations and Minimum Standards. After brief discussion, Chuck Medvitz moved and Ray Graham seconded the motion to amend the Rules, Regulations and Minimum Standards as follows:

**Addition: Chapter II, Section 2: Parked Aircraft**

*c. No person shall park or store any aircraft on any tie-down or ramp that is missing any major exterior component necessary for flight. Examples include: wings, empennage, cowlings, and propeller. Should temporary removal of a component be required to perform any unscheduled maintenance as defined in Section 3 of this Chapter, it will require a written request to the Airport Manager and written permission from the Airport Manager to include a time limit that the condition can exist.*

**Addition: Chapter III, Section 6: Disposal of Sump Fuel**

*All fuel samples collected from aircraft for the purpose of detection of contaminants shall be disposed of utilizing the containers on the Airport ramps labeled "SUMP FUEL." Absolutely, no fuel is to be disposed of in any other manner, such as pouring on the asphalt or grass.*

By a unanimous vote by the Committee, these recommendations will be forwarded to the Fauquier County Board of Supervisors for consideration at the October 14, 2004 Board of Supervisors regular meeting.

Jim Van Luven requested an update on the proposed Agricultural Services RFP. Mr. Hooper stated that work continues on developing the RFP and an update will be provided at the October 2004 Airport Committee meeting.

**7. Update – Campbell and Paris:**

Due to unforeseen circumstances, Michael DuBeau from Campbell and Paris Engineers was unable to attend and provide an update on construction projects.

Mr. Hooper indicated that it is anticipated that Phase II construction would be completed by mid-November 2004. Mr. Hooper stated that all construction appears to be progressing in a timely fashion.

**8. Update – Tony Hooper:**

**a. Update on FBO Process:**

Mr. Hooper indicated that Fauquier County had received two (2) proposals in response to the FBO RFP request. The FBO Committee will be reviewing the proposals over the next couple of weeks. The FBO Committee will bring its recommendation to the Airport Committee on October 25, 2004.

**b. Airport Access:**

Mr. Hooper is exploring options to have the Airport access road dedicated to the Virginia Department of Transportation for maintenance. Mr. Hooper continues to communicate with property owners along the access road and will provide an update to the Committee in the near future.

**9. Roundtable:**

Mr. Van Luven stated that he, along with Willis Risdon and Tony Hooper, plan to attend the Virginia Department of Aviation Board Meeting in October 2004. Mr. Hooper stated that there had been a new appointment to the Virginia Department of Aviation Board, Mr. Larry Combs, from Winchester. Mr. Hooper indicated that Mr. Combs plans to tour the Airport and would possibly attend a Committee meeting.

Dennis Hunsberger questioned if Fauquier County had a Committee attendance requirement. Ray Graham stated that the Board of Supervisors removed this requirement. Mr. Graham also indicated that he is currently looking for an alternate representative for the Cedar Run District.

Mr. Graham requested that all future Airport Committee agendas include an update from the FBO.

The next meeting of the Airport Committee will be October 25, 2004 @ 5:30 p.m. in the conference room at the Warrenton-Fauquier Airport.

With no further business Dennis Hunsberger moved and Ray Graham seconded the motion that the meeting be adjourned at 6:09 p.m.